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Broward Community College

Office of Institutional Research

FOUR-DAY WEEK SURVEY

Research Report 8122-02

January 4, 1982

Feb 1982

Mantha Mehallis
Director of Institutional Research

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Broward Community College
Office of Institutional Research
Executive Summary
"Four-Day Week" Survey

Purpose: To determine the attitudes and behaviors of students and BCC personnel toward the four-day week schedule for the summer.

Research Question: Should the four-day week schedule be instituted for the summer of 1982?

Sample:
1. All BCC personnel (classified, paraprofessional, staff, faculty, and administrators) who worked the four-day week in the summer of 1981.
2. Random sample of 650 students who attended classes during the four-day schedule in the summer of 1981 (stratified for representation by campus, major field of study, and day/night class attendance).

Procedure: A survey questionnaire with a stamped return envelope was mailed to students during the week of October 26, 1981. At the same time BCC employees received questionnaires via campus mail and were asked to return them no later than November 5th.

Results:
1. Responses indicated that generally three out of four students and seven out of ten BCC personnel favor the four-day week schedule for the summer of 1982.
2. There was no appreciable "perceived change" in quality or productivity.
3. Three out of five administrators perceived an unusual amount of fatigue among their employees, while an equal amount indicated a raise in their morale.
4. There was no difference among campus locations with regard to findings.

The following tables indicate specific responses and conclusions.

Table 1

Attitude Toward Continuance of the Four-Day Week Schedule in the Future

	Students		Classified		Staff		Faculty		Administrators	
Response	N	%	N	%	N	%	N	%	N	%
Yes	90	76.3%	183	69.8%	34	69.8%	136	72.3%	31	67.4%
Not Sure	14	11.9	22	8.4	5	10.2	18	9.6	3	6.5
No, but might if hours were changed	5	4.2	10	3.8	1	2.0	5	2.7	3	6.5
No, not at all	9	7.6	40	15.3	7	14.3	24	12.8	8	17.4
No response*	--	----	7	2.7	2	4.1	5	2.7	1	2.2

Conclusion: Three out of four students and seven out of ten BCC employees favor having the four-day week schedule.

*Note: Fifteen persons did not complete the second page of the questionnaire.

Table 2

Attitude of Faculty Toward Continuance of Four-Day Week by Teaching Area

In favor of four-day week:

Teaching Area	Percentage Yes	Percentage Not Sure	Percentage No, but if hours changed	Percentage No, not at all
General Ed/A.A. Transfer	72.6%	9.4%	2.8%	15.1%
Technical/A.S./Certificate	80.6	6.5	3.2	9.7
Other	40.0	25.0	10.0	2.5
Total Faculty	71.8%	10.1%	3.7%	14.4%

Conclusion: Seven out of 10 faculty in the general ed/A.A. transfer area and eight out of 10 faculty in the technical/A.S./certificate program area favor the four-day week schedule.

Using Scale

5 = Agree Very Much
4 = Agree Somewhat
2 = Disagree Somewhat
1 = Disagree Very Much

Table 3

Agreement That Four-Day Schedule:

	Average Response			
	Students	Classified	Staff	Faculty
Saved Energy	4.3	4.2	4.2	4.5
Made My Summer More Enjoyable	4.2	4.1	4.3	4.1

Conclusion: Students, classified personnel, staff (librarians/counselors/para-professionals), and faculty generally agree that energy was saved and the four-day schedule made their summer more enjoyable.

Scale:

5 = Very Positively
4 = Positively
3 = Neutral
2 = Negatively
1 = Very Negatively
N/A = Not Applicable

Table 4

General Effect of Four-Day Work Week Upon Life Styles of Students and Personnel

How did the four-day work week affect you in the following areas?	Average Responses				
	Students	Classified	Staff	Faculty	Administrators
Transportation costs?	4.0	4.2	4.2	4.5	4.3
Transportation arrangements?	4.2	4.2	4.2	4.4	4.3
Social activities?	3.9	4.0	4.1	4.2	4.2
Family activities?	3.9	4.0	3.9	4.3	4.2
Child/Family care arrangements?	3.7	3.8	3.9	4.2	3.8
Health?	3.8	3.8	3.8	4.0	3.7
Morale?	4.0	3.8	4.0	4.1	4.0
Leisure time activities?	3.9	4.1	4.1	4.2	4.2
Club/Organization activities?	3.1	N/A	N/A	3.8	N/A
Class scheduling?	3.8	3.8	3.3	3.8	3.5
Adequate Study Time?	3.9	N/A	N/A	3.7	N/A
Class preparation time?	N/A	N/A	N/A	3.8	N/A
Fatigue on the job?	N/A	3.0	3.0	N/A	2.8

Implication: Average scores of 3.5 or higher imply a positive effect; average scores of 2.5 or lower imply a negative effect.

Conclusion: The general effect of the four-day work week upon life styles of students and personnel was positive. "Fatigue on the job" was in the neutral range but tended to be more negative than other areas.

Scale:

5 = Very Positively
4 = Positively
3 = Neutral
2 = Negatively
1 = Very Negatively

Table 5
Effect of Four-Day Week Upon Support Services

Support Services:	Average Scores Students	Average Scores Faculty
Library	3.4	3.6
Computer Services	N/A	3.6
Secretarial Services	N/A	3.7
Counseling/Advisement	3.4	N/A
Financial Aid	3.5	N/A

Effect of Four-Day Week On Student Employment

	Average Score of Students
Off-Campus Employment	4.0
On-Campus Employment	3.6

Implication: Average scores of 3.5 or higher imply a positive effect; average scores of 2.5 or lower imply a negative effect.

Conclusion: Average responses were slightly positive toward support services; comments indicated that students and faculty would have preferred their availability on Fridays. The four-day week positively affected student off-campus employment.

Scale: 4 = Every Friday
3 = Most Fridays
2 = Some Fridays
1 = Not At All

Table 6
Friday (Extra-Day-Off) Activities of Students & Personnel

	Average Responses				
	Students	Classified	Staff	Faculty	Administrators
Spent time with my family	2.3	2.7	2.4	2.7	2.5
Did chores around home	2.7	3.0	2.7	2.8	2.8
Took mini-vacation weekend	1.7	1.9	2.0	1.8	1.8
Did school work at home	2.7	1.3	1.4	2.6	2.0
Worked more hours	2.2	1.4	1.5	1.8	1.8
Ran errands/shopping/ doctor appointments	2.6	2.8	2.6	2.5	2.5
Relaxed	2.5	2.6	2.6	2.4	2.2

Conclusion: Friday activities varied among students and personnel with slightly more emphasis placed upon home/family activities, running errands/shopping/ doctor appointments, and relaxation.

Using Scale

5 = Agree Very Much
4 = Agree Somewhat
2 = Disagree Somewhat
1 = Disagree Very Much

Table 7

Quality of Work Experience of BCC Personnel

	Classified	Staff	Faculty	Administrators
Four-day work week....				
*Resulted in my doing less work	1.8	1.5	N/A	N/A
Increased my productivity	3.4	3.2	N/A	N/A
*Reduced quality of my work	1.6	1.7	N/A	N/A

Scale:

5 = Very Positively
4 = Positively
3 = Neutral
2 = Negatively
1 = Very Negatively

Affected....				
My productivity (Work/Classroom)	4.0	3.7	4.0	3.6
My work quality	3.9	3.6	N/A	3.7
Fellow-worker's work quality	3.8	3.5	N/A	3.5
My professional development	N/A	N/A	3.9	N/A

*Implication: Average responses of 2.5 or lower to negative items imply positive responses, i.e., disagreeing that it "reduced quality of my work" implies that my work quality was at least as good as before.

Scale:

5 = Very Positively
4 = Positively
3 = Neutral
2 = Negatively
1 = Very Negatively

Table 8
Effect on Quality of Educational Experience of Students & Faculty

Four-day week schedule effected:	Average Response Students	Average Response Faculty
Quality of Instruction	3.7	3.9
Quality of Learning	3.7	3.7
My productivity (Classroom)	3.8	4.0
Increased student productivity	3.6	3.1

Implication: Positive results are indicated by responses of 3.5 or higher.

Conclusion: Students and faculty were generally positive regarding quality and productivity; faculty did not generally indicate that student productivity changed above average whereas students were more positive in assessing their own productivity.

Using Scale:

5 = Agree Very Much
4 = Agree Somewhat
2 = Disagree Somewhat
1 = Disagree Very Much

Agreement that four-day week:	Average Response Students	Average Response Faculty
Decreased Student Productivity	2.1	2.3
Decreased Faculty Performance in Classroom	2.3	1.9
Reduced Quality of Education	2.1	1.9

Implication: A negative average (2.5 or lower) response to these negative items implies that the actual occurrence was positive.

Conclusion: Neither students nor faculty reported reductions in productivity, performance, or quality.

Table 9

Administrators' Report of Change in Employee Behavior With Regard to:

	Positive Change	No Change	Negative Change
Absenteeism	17.8%	77.8%	4.4%
Overtime required	4.4	84.4	11.1
Time off for doctor's appointments/ errands	33.3	57.8	8.9
Work morale	56.8	27.3	15.9
Work productivity	17.8	62.2	20.0
Difference in quality of service by employees	15.2	65.2	17.4

	Yes	No
Unusual employee fatigue on the job	59.1%	40.9%

Conclusion: Administrators generally reported no change in employee behavior for the items listed above except for work morale, where a majority reported a positive change; three out of five administrators reported unusual employee fatigue on the job.

Table 10

If BCC could save significant energy, would you prefer the four-day work week next summer? (Administrators)

Response	N	%
Yes	35	76.1%
No	4	8.7
Unsure	6	13.0
No Response	1	2.2

Conclusion: Three out of four administrators favor the four-day work week for next summer.

Table 11

Term III Grades

	Percentage Grades Awarded							
Term III	A	B	C	D	F	W	I	NG
1979-80	25.84%	25.12%	16.27%	3.28%	2.35%	25.04%	1.10%	0.91%
1980-81	21.60	23.36	14.91	3.22	2.22	30.23	1.11	3.32

Conclusion: Although overall grades awarded were lower in Term III of 1980-81 than in the same period for 1979-80, and the withdrawal rate higher, since the students were not the same ones in both years and since no attempt was made to match them, no conclusions can be made.

Table 12

Student N = 118

Major Field of Study	Major Type	% Response
	AA	40.7%
	AS	56.8
	Certificate	2.5

Faculty N = 188

Area of Teaching	N	%
General Ed/Transfer	104	55.3%
Technical	60	31.9
Other	11	5.9
No Response	13	6.9

Staff N = 49

Classified N = 262

Work Area	N	%
Sec/Clerical	148	56.5%
Trades	26	9.9
Maintenance	50	19.1
Other	17	6.5
No Response	21	8.0

Administrative N = 46

APPENDIX

Cover Letters and Surveys

broward community college

administrative offices
225 east las olas boulevard
fort lauderdale, florida 33301

October 27, 1981

Dear Student:

This past summer the college went on a four-day week class schedule. The Office of Institutional Research is conducting surveys of students, faculty, and staff regarding that experience. If you attended classes at the college during the four-day schedule, we would appreciate it if you would take a few minutes to answer the questions on the enclosed questionnaire. Your answers will be anonymous, so please tell us how you honestly feel. The results will be used by the Board of Trustees in their determination of whether or not to hold "four-day week" sessions this coming summer.

Please return your survey to the Office of Institutional Research in the Ft. Lauderdale Center in the enclosed postage-paid envelope within the next five days.

Thank you for your assistance!

Sincerely,

Mantha Mehallis

Mantha V. Mehallis, Director
Institutional Research

MVM/mjc

STUDENT SURVEY

This past summer, you took classes during the new "four-day week." The Office of Institutional Research is conducting a study of the effect on students, faculty, and staff at BCC with regard to that experience. The brief list of questions below will give you a chance to tell us what you think of the four-day week so we can best accomodate your needs in the future. All answers will be anonymous, so please tell us how you honestly feel.

Please circle the number in the answer space provided, and feel free to write in any comments you find necessary. Thank you!

1. How did the four-day week affect you in the following areas:	Very Positively +			Very Negatively -		Doesn't Apply
a. Transportation costs?	5	4	3	2	1	NA
b. Transportation arrangements:	5	4	3	2	1	NA
c. Off-campus employment?	5	4	3	2	1	NA
d. On-campus employment?	5	4	3	2	1	NA
e. Social activities?	5	4	3	2	1	NA
f. Family activities?	5	4	3	2	1	NA
g. Child/Family care arrangements?	5	4	3	2	1	NA
h. Health?	5	4	3	2	1	NA
i. Morale?	5	4	3	2	1	NA
j. Student organization activities?	5	4	3	2	1	NA
k. Support services:						
(1) Library?	5	4	3	2	1	NA
(2) Counseling & Advisement?	5	4	3	2	1	NA
(3) Financial Aid?	5	4	3	2	1	NA
l. Quality of instruction?	5	4	3	2	1	NA
m. Quality of learning?	5	4	3	2	1	NA
n. Adequate time to study?	5	4	3	2	1	NA
o. Class scheduling?	5	4	3	2	1	NA
p. Leisure time activities?	5	4	3	2	1	NA
q. My classroom productivity?	5	4	3	2	1	NA

2. What do you feel was the major advantage of the four-day week? _____

_____

3. What do you feel was the major disadvantage of the four-day week? _____

_____

-TURN OVER PLEASE-

4. During the four-day work week schedule, what did you typically do on Friday? (Circle only one for each item)

	Every Friday	Most Fridays	Some Fridays	Not At All
a. Spent time with my family	4	3	2	1
b. Did chores around home	4	3	2	1
c. Took mini-vacation weekend	4	3	2	1
d. Did school work at home	4	3	2	1
e. Worked more hours	4	3	2	1
f. Ran errands/shopping/ doctor appointments	4	3	2	1
g. Relaxed	4	3	2	1
h. Other (specify):_____	4	3	2	1

5. Would you be in favor of a four-day work week schedule in the future?

(1) Yes

(2) Not sure

(3) No, but might consider if hours were changed (Prefer:_____to_____)

(4) No, not at all

6. To what extent do you agree with the following? (Please circle one in each case)

The four-day week schedule:	Agree Very Much	Agree Somewhat	Disagree Somewhat	Disagree Very Much
a. Saved energy:	5	4	2	1
b. Made my summer more enjoyable:	5	4	2	1
c. Decreased student productivity:	5	4	2	1
d. Decreased faculty performance: in the classroom:	5	4	2	1
e. Reduced the quality of education:	5	4	2	1
f. Increased student productivity:	5	4	2	1

7. My college major field of study is:_____

8. Any additional comments:_____

_____

THANK YOU! Please mail this back (in the postage-paid envelope) as soon as possibl

broward community college

administrative offices
225 east las olas boulevard
fort lauderdale, florida 33301

October 26, 1981

Dear BCC Employee,

This past summer college employees worked on a four-day work week schedule. The Office of Institutional Research is conducting surveys of students, faculty, and staff regarding that experience. If you worked at the college during the four-day schedule, we would appreciate it if you would take a few minutes to answer the questions on the enclosed questionnaire. Your answers will be anonymous, so please tell us how you honestly feel. The results will be used by the Board of Trustees in their determination of whether or not to hold "four-day week" sessions this coming summer.

If you did not work at the college during last summer's four-day weeks, please disregard this survey. Those of you who did, should return them to the Office of Institutional Research in the Ft. Lauderdale Center by campus mail no later than November 5th.

Thank you for your assistance!

Sincerely,

Mantha Mehallis

Mantha V. Mehallis, Director
Institutional Research

MVM/mjc

FACULTY SURVEY

This past summer, you worked during the "four-day work week." The Office of Institutional Research is conducting a study of the effect on students, faculty, and staff at BCC with regard to that experience. The brief list of questions below will give you a chance to tell us what you think of the four-day work week so we can best accomodate your needs in the future. All answers will be anonymous, so please tell us how you honestly feel.

Please circle the number in the answer space provided, and feel free to write in any comments you find necessary. Thank you!

1. How did the four-day work week affect you in the following areas:	Very Positively +				Very Negatively -	Doesn't Apply
a. Transportation costs?	5	4	3	2	1	NA
b. Transportation arrangements?	5	4	3	2	1	NA
c. Social activities?	5	4	3	2	1	NA
d. Family activities?	5	4	3	2	1	NA
e. Child/Family care arrangements?	5	4	3	2	1	NA
f. Health?	5	4	3	2	1	NA
g. Morale?	5	4	3	2	1	NA
h. Club/organization activities?	5	4	3	2	1	NA
i. Support services: (1) Library	5	4	3	2	1	NA
(2) Computer services?	5	4	3	2	1	NA
(3) Secretarial services?	5	4	3	2	1	NA
j. Quality of your instruction	5	4	3	2	1	NA
k. Quality of your students' learning?	5	4	3	2	1	NA
l. Adequate time to study?	5	4	3	2	1	NA
m. Class scheduling?	5	4	3	2	1	NA
n. Leisure time activities?	5	4	3	2	1	NA
o. My classroom productivity?	5	4	3	2	1	NA
p. My professional development?	5	4	3	2	1	NA
q. Class preparation time?	5	4	3	2	1	NA

-TURN OVER PLEASE-

2. What do you feel was the major advantage of the four-day work week? _____

_____

3. What do you feel was the major disadvantage of the four-day work week? _____

_____

4. During the four-day work week schedule, what did you typically do on Friday? (Circle only one in each item)

	Every Friday	Most Fridays	Some Fridays	Not At All
a. Spent time with my family	4	3	2	1
b. Did chores around home	4	3	2	1
c. Took mini-vacation weekend	4	3	2	1
d. Did school work at home	4	3	2	1
e. Worked more hours	4	3	2	1
f. Ran errands/shopping/ doctor appointments	4	3	2	1
g. Relaxed	4	3	2	1

h. Other (specify): _____

5. Would you be in favor of a four-day work week schedule in the future?

(1) Yes

(2) Not sure

(3) No, but might consider if hours were changed (Prefer: _____ to _____)

(4) No, not at all

6. To what extent do you agree with the following? (Please circle one in each case)

The four-day work week schedule:	Agree Very Much	Agree Somewhat	Disagree Somewhat	Disagree Very Much
a. Saved energy:	5	4	2	1
b. Made my summer more enjoyable:	5	4	2	1
c. Decreased student productivity:	5	4	2	1
d. Decreased faculty performance in the classroom:	5	4	2	1
e. Reduced the quality of education:	5	4	2	1
f. Increased student productivity:	5	4	2	1

7. I teach in: ____(1) General Education ____(2) Technical Field ____(3) Other

8. Any additional comments: _____

_____

THANK YOU! Please return via campus inter-departmental mail.

CLASSIFIED EMPLOYEES

This past summer, you worked during the new "four-day work week." The Office of Institutional Research is conducting a study of the effect on students, faculty, and staff at BCC with regard to that experience. The brief list of questions below will give you a chance to tell us what you think of the four-day work week so we can best accomodate your needs in the future. All answers will be anonymous, so please tell us how you honestly feel.

Please circle the number in the answer space provided, and feel free to write in any comments you find necessary. Thank you!

1. How did the four-day work week affect you in the following areas:	Very Positively +			Very Negatively -		Doesn't Apply
a. Transportation costs?	5	4	3	2	1	NA
b. Transportation arrangements?	5	4	3	2	1	NA
c. Social activities?	5	4	3	2	1	NA
d. Family activities?	5	4	3	2	1	NA
e. Child/Family care arrangements?	5	4	3	2	1	NA
f. Health?	5	4	3	2	1	NA
g. Morale?	5	4	3	2	1	NA
h. Fatigue on the job?	5	4	3	2	1	NA
i. Quality of my work?	5	4	3	2	1	NA
j. Quality of my fellow-workers' work?	5	4	3	2	1	NA
k. Leisure time activities?	5	4	3	2	1	NA
l. My productivity?	5	4	3	2	1	NA
m. Class scheduling?	5	4	3	2	1	NA

2. What do you feel was the major advantage of the four-day work week?_____

_____

3. What do you feel was the major disadvantage of the four-day work week?_____

_____

-TURN OVER PLEASE-

4. During the four-day work week schedule, what did you typically do on Friday? (Circle only one for each item)

	Every Friday	Most Fridays	Some Fridays	Not At All
a. Spent time with my family	4	3	2	1
b. Did chores around home	4	3	2	1
c. Took mini-vacation weekend	4	3	2	1
d. Did school work at home	4	3	2	1
e. Worked more hours	4	3	2	1
f. Ran errands/shopping/ doctor appointments	4	3	2	1
g. Relaxed	4	3	2	1
h. Other (specify):_____	4	3	2	1

5. Would you be in favor of a four-day work week schedule in the future?

(1) Yes

(2) Not sure

(3) No, but might consider if hours were changed (Prefer:_____to_____)

(4) No, not at all

6. To what extent do you agree with the following? (Please circle one in each case)

The four-day work week schedule:	Agree Very Much	Agree Somewhat	Disagree Somewhat	Disagree Very Much
a. Saved Energy:	5	4	2	1
b. Made my summer more enjoyable:	5	4	2	1
c. Resulted in my doing less work:	5	4	2	1
d. Reduced the quality of my work:	5	4	2	1
e. Increased my productivity:	5	4	2	1

7. My work area is: _____(1) Secretarial/Clerical _____(2) Trades

_____(3) Maintenance

8. Any additional comments: _____

_____

THANK YOU! Please return via campus inter-departmental mail.

STAFF MEMBERS

This past summer, you worked during the new "four-day work week." The Office of Institutional Research is conducting a study of the effect on students, faculty, and staff at BCC with regard to that experience. The brief list of questions below will give you a chance to tell us what you think of the four-day work week so we can best accomodate your needs in the future. All answers will be anonymous, so please tell us how you honestly feel.

Please circle the number in the answer space provided, and feel free to write in any comments you find necessary. Thank you!

1. How did the four-day work week affect you in the following areas:	Very Positively +			Very Negatively -		Doesn't Apply
a. Transportation costs?	5	4	3	2	1	NA
b. Transportation arrangements?	5	4	3	2	1	NA
c. Social activities?	5	4	3	2	1	NA
d. Family activities?	5	4	3	2	1	NA
e. Child/Family care arrangements?	5	4	3	2	1	NA
f. Health?	5	4	3	2	1	NA
g. Morale?	5	4	3	2	1	NA
h. Fatigue on the job?	5	4	3	2	1	NA
i. Quality of my work?	5	4	3	2	1	NA
j. Quality of my fellow-workers' work?	5	4	3	2	1	NA
k. Leisure time activities?	5	4	3	2	1	NA
l. My productivity?	5	4	3	2	1	NA
m. Class scheduling?	5	4	3	2	1	NA

2. What do you feel was the major advantage of the four-day work week?_____

_____

3. What do you feel was the major disadvantage of the four-day work week?_____

_____

-TURN OVER PLEASE-

4. During the four-day work week schedule, what did you typically do on Friday? (Circle only one for each item)

	Every Friday	Most Fridays	Some Fridays	Not At A
a. Spent time with my family	4	3	2	1
b. Did chores around home	4	3	2	1
c. Took mini-vacation weekend	4	3	2	1
d. Did school work at home	4	3	2	1
e. Worked more hours	4	3	2	1
f. Ran errands/shopping/ doctor appointments	4	3	2	1
g. Relaxed	4	3	2	1
h. Other (specify):_____	4	3	2	1

5. Would you be in favor of a four-day work week schedule in the future?

(1) Yes

(2) Not sure

(3) No, but might consider if hours were changed (Prefer:_____to_____)

(4) No, not at all

6. To what extent do you agree with the following? (Please circle one in each case)

The four-day work week schedule:	Agree Very Much	Agree Somewhat	Disagree Somewhat	Disagree Very Mu
a. Saved Energy:	5	4	2	1
b. Made my summer more enjoyable:	5	4	2	1
c. Resulted in my doing less work:	5	4	2	1
d. Reduced the quality of my work:	5	4	2	1
e. Increased my productivity:	5	4	2	1

7. My work area is: _____(1) Secretarial/Clerical _____(2) Trades

_____(3) Maintenance

8. Any additional comments: _____

_____

THANK YOU! Please return via campus inter-departmental mail.

ADMINISTRATIVE/SUPERVISORY SURVEY

This past summer, you worked during the new "four-day work week." The Office of Institutional Research is conducting a study of the effect on students, faculty, and staff of BCC with regard to that experience. The brief list of questions below will give you a chance to tell us what you think of the four day week so we can best accomodate your needs in the future. All answers will be anonymous, so please tell us how you honestly feel.

Please circle the number in the answer space provided, and feel free to write in any comments you find necessary. Thank you!

1. How did the four-day work week affect you in the following areas:	Very Positively +			Very Negatively -		Doesn't Apply
a. Transportation costs?	5	4	3	2	1	NA
b. Transportation arrangements?	5	4	3	2	1	NA
c. Social activities?	5	4	3	2	1	NA
d. Family activities	5	4	3	2	1	NA
e. Child/Family care arrangements?	5	4	3	2	1	NA
f. Health?	5	4	3	2	1	NA
g. Morale?	5	4	3	2	1	NA
h. Fatigue on the job?	5	4	3	2	1	NA
i. Quality of my work?	5	4	3	2	1	NA
j. Quality of my fellow-workers' work?	5	4	3	2	1	NA
k. Leisure time activities?	5	4	3	2	1	NA
l. My productivity?	5	4	3	2	1	NA
m. Class scheduling?	5	4	3	2	1	NA

2. What do you feel was the major advantage of the four-day work week? _____

_____

3. What do you feel was the major disadvantage of the four-day work week. _____

_____

4. During the four-day work week schedule, what did you typically do on Friday? (Circle only one for each item)

	Every Friday	Most Fridays	Some Fridays	Not At All
a. Spent time with my family	4	3	2	1
b. Did chores around home	4	3	2	1
c. Took mini-vacation weekend	4	3	2	1
d. Did school work at home	4	3	2	1
e. Worked more hours	4	3	2	1
f. Ran errands/shopping doctor appointments	4	3	2	1
g. Relaxed	4	3	2	1

h. Other (specify): _____

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5. Would you be in favor of a four-day work week schedule in the future?

   (1) Yes

   (2) Not sure

   (3) No, but might consider if hours were changed (prefer: _____to_____)

   (4) No, not at all

6. What changes, if any, did you note in your employees during the four-day work schedule with regard to:

	Positive Change	No Change	Negative Change
a. Work morale?	3	2	1
b. Absenteeism?	3	2	1
c. Overtime required?	3	2	1
d. Time off for doctor's appointments/errands?	3	2	1
e. Worker productivity?	3	2	1

7. Did your employees experience unusual fatigue during the longer hours?

   _____(1)No _____(2)Yes: Specify between which hours: _____to_____

8. Do you believe the quality of service by your employees differed from that during the five-day work week?

   _____(1)No _____(2)Yes, increased _____(3)Yes, decreased

9. If BCC could save significant energy, would you prefer the four-day work week next summer?

   _____(1)No _____(2)Yes _____(3)Unsure

10. Please describe any general complaints received as a result of the four-day work week: _____

    _____

    _____

11. Any other additional comments: _____

    _____

    _____

THANK YOU!

DATE DUE

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